

**Prescott Country Club Property Owners Association
Board of Directors Meeting
www.pccpoa.com**

June 18, 2019

The following Minutes will be approved subject to corrections at the next Board Meeting.

Next Meetings/Events:

- Next Board of Directors Meeting: Tues, July 16, 2019
- Fall Community Garage Sale: Friday & Saturday, Oct. 4 & 5, 2019
- Next General Membership Meeting: Wed, Oct. 2, 2019
- The office will be closed on Thursday, July 4, 2019 in observance of Independence Day.

Date & Time:

Pursuant to Section 7.0 of the POA Bylaws, a Regular Board of Directors Meeting was held on Tues. June 18, 2019 at 6:00 PM at the Property Owners Association Activity Center.

Officers and Quorum:

The President, Bob Heise, opened the meeting at 6:00 PM and Jennifer Lynch, took Minutes. The following additional Board Members were present: Don McGlamery, Donna Chisum, Gracelyn Palmer, Bill Fleming, and Pauline Roll. Al Zielinski and Ken Jeffries were not present.

Minutes:

Jennifer Lynch made a motion to accept the May 14, 2019 minutes without reading. The motion was seconded by Pauline Roll and passed unanimously.

Treasurer's Report:

Donna Chisum: Opened two CD's at Edward Jones and all monies are being held within the US in Edward Jones accounts, and we are getting a better rate at this institution. The Edward Jones CD's needed to be in \$1000 increments, therefore money was transferred from the reserve fund to meet that requirement. Don asked to clarify that \$1,700 will be returned to the reserve fund once the CD matures. Donna also clarified the money movement for the parking lot seal coat, per Don's request, as explained in the last meeting.

Office Manager's Report:

Don McGlamery: Marge will be taking vacation time June 24th, 25th, and then June 28th through July 5th. The office will be covered during the time she will be absent.

Committee Reports:

- **Architectural:** Gracelyn Palmer – 8 permits issued: 1 home, 6 fences, & 1 shed. Jennifer reported that she and Al attended the PV Planning and Zoning Commission Meeting on June 10th, along with several residents. The commission addressed the concerns that were brought up at the May 13th meeting and TDH Investments agreed to comply with all screen wall, sound mitigation, and appearance requests. The Planning and Zoning Commission approved the zoning change.
- **Budget & Finance:** Donna Chisum – Asked the committee chairs that when vendor invoices are received, they need approval before paid. Donna also stated the treasurers signature needs to be on all checks (pursuant with 3.6.1 of the By Laws) with one of the other authorized signers as secondary.
- **Building & Grounds:** Don McGlamery – All the insurance work is finalized. There are \$231 remaining funds to go into the general fund.
- **CC&Rs Enforcement:** Bill Fleming –29 weed letters went out in May, only two properties required a second letter.
- **Community Enhancement:** Al Zielinski / Jennifer Lynch- The front entrance was decorated with flags and banners for Memorial Day. The flags will also be used for future holidays such as 4th of July, Veterans Day...etc. The total cost was \$43.54.
Two defective irrigation valves were replaced by Balta on June 3rd at a cost of \$540. Al disputed part of that invoice and Balta credited the POA \$50, this credit still remains. Don questioned why we would dispute the invoice and the board discussed issues with the landscaping invoices and procedures at length. Donna stated that all regular landscape work needs to be on one single contract and asked Don for input on the RFP. Don stated he wanted the POA building and grounds excluded from the contract and the board did not agree. After much discussion, Donna will be reviewing the last years invoices to get a scope of work. POA grounds will be included in the new contract. Any additional work not included in the new contract will be put to bid by the current contractor first.
- **Community Relations:** Jennifer Lynch – A representative with Yavapai Co. Health Dept. will speak at the Oct 2nd General Meeting about Flu prevention and Health Awareness. Andi Smith with Central AZ Fire will be speaking at the Dec 4th General Meeting about Fire Safety.
- **Events & Recreation:** Jennifer Lynch – Jennifer is currently looking into community interest in planning a Christmas Shopping bus trip to Phoenix. Bob asked about another casino trip and Jennifer will be looking into a fall outing.
- **Health & Safety:** Al Zielinski – Reports read by Jennifer Lynch: The radar signs were not being rotated due to software issues in the County computer system. The issue was corrected on June 10th.
Al also attended a meeting on May 29th regarding erosion at the Clipper Wash. YCFC presented their solution, adding a series of “Gyroness” in specific locations which is anticipated to start in September. A full report of this meeting was posted on NextDoor.
- **Nominating Committee:** Gracelyn Palmer – no report.

Unfinished Business

- None

New Business:

- Don McGlamery made a motion to accept Ken Jeffries resignation due to health issues, Donna Chisum seconded the motion and the board passed unanimously. The open board position will be posted in the July Newsletter.
- A letter was sent to Balta's Landscape by the Community Enhancement Committee on 5/31/19, requesting more detailed invoices and prior authorization on Non-Contract work. Bill motioned to strike a section of the landscape letter with regards to Contract work reading "*detailing what work was done*", and to adopt the remainder of the letter as policy. Donna Chisum second and it was unanimously agreed.
- Gracelyn Palmer motioned to accept the Updated 3/21/06 ACC Fine Schedule as of 5/13/19. Bill Fleming seconded the motion and it was unanimously agreed.

Adjournment:

At 7:15pm Jennifer Lynch made a motion to adjourn the meeting. The motion was seconded by Bill Fleming and the meeting was adjourned.

Jennifer Lynch, Secretary

Date Approved: